
POLICY SUMMARY

ADMINISTRATION OF SOLID WASTE GATE FEE ACCOUNTS

- **“Delinquent Account” Defined:**

If an account balance has not been paid in full by the first day of the calendar month following the date on which the charges for that account became due, it is said to be “delinquent.” In general, invoices are sent out on the 12th of each month and are due on the 10th of the following month, meaning that an account is delinquent if it is not paid in full by the beginning of the month after that. For example, invoices with charges for August activities go out on September 12 and are due by October 10; any outstanding charges then become delinquent on November 1.

- **Penalty and Interest:**

Once charges from a given month become delinquent, a one-time penalty of 10 percent is assessed on those charges. Thereafter, an additional penalty at a rate of 0.5 percent will be assessed on any unpaid charges in each subsequent month until the charges are paid in full.

- **Security Deposit:**

All accounts whose balance has exceeded \$1,000 at any time in the prior 12 months are required to post a security deposit in the form of cash, certificate of deposit, payment bond, or other form acceptable to the County. The amount of security will be either:

1. For accounts with a 12-month history, it is equal to the highest monthly balance from the preceding 12 months; or,
2. For new accounts, the level will be set by Public Works based on anticipated usage. Actual usage will then be monitored on a monthly basis until a 12-month history is established; the security may be adjusted during this period, if necessary.

Exception: No security deposit is required for an account whose balance has not become delinquent at any time during the preceding 12 months.

- **Suspension and Cancellation of Unpaid Accounts:**

No new charges may be incurred on a delinquent account until all outstanding charges and any penalties are paid in full. If three delinquencies occur on the same account in any 12-month period, the account will be closed and no new account may be reopened by the same individual or entity unless security acceptable to Public Works is posted.

- **Collections:**

State law authorizes the County to bring legal action to collect delinquent charges or unpaid deposits. The County will pursue collection of unpaid amounts using any and all authorized means.